

The University of Oklahoma  
Educational Administration, Curriculum and Supervision (EACS)

EACS PROGRAM AREA APPLICATION  
Master of Education (M.Ed.) Program  
Principal and Superintendent Certification Programs

Applicants must complete both a Graduate College application and this completed application to be considered for admission. The written response to the educational leadership prompts (see item E below) must accompany this completed application. Following review by the EACS faculty, qualified applicants to the master's program will be invited to an interview with representatives of the faculty.

Date: \_\_\_\_\_

Application for (Check all that apply)

\_\_\_\_\_ Master's degree only (without preparation for principal certification)

\_\_\_\_\_ Master's degree including preparation for principal certification

\_\_\_\_\_ Principal certification program only

\_\_\_\_\_ Superintendent certification program only

\_\_\_\_\_ Other: \_\_\_\_\_

**A. Applicant Information:**

1. Name \_\_\_\_\_  
(Last) (First) (Middle)

Social Security Number \* \_\_\_\_\_ E-mail Address \_\_\_\_\_

\* Required for IRS reporting and Financial Aid. Not a permanent student ID. You will be notified of your permanent Sooner ID at a later date, once it has been assigned.

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_

2. Mailing Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

4. Colleges and universities attended (include all formal graduate work)  
Use additional sheets as needed.

	Name and Location	Years	Major	Degree	GPA
a.	_____	_____	_____	_____	_____
b.	_____	_____	_____	_____	_____

5. If you are currently employed in an educational organization, please provide the details:

a. School District: \_\_\_\_\_ School: \_\_\_\_\_

b. Position title: \_\_\_\_\_

**B. Professional Interests:**

1. Which work setting(s) seem most appropriate to your future occupational objectives?

\_\_\_\_\_Elementary School    \_\_\_\_\_Middle/Jr Hi School    \_\_\_\_\_High School

\_\_\_\_\_District Central Office    \_\_\_\_\_Other: Specify\_\_\_\_\_

**C. Background Experience:**

1. Do you currently hold a valid Teaching Certificate? Circle: Yes    No

If yes, list state(s) where certified. \_\_\_\_\_

2. Please indicate other relevant certificates you possess: \_\_\_\_\_

3. How many years of experience do you have in the following areas?

a. Teaching in Elementary School \_\_\_\_\_  
Grade(s) \_\_\_\_\_

b. Teaching in Middle School \_\_\_\_\_ Subject(s) \_\_\_\_\_

c. Teaching in High School \_\_\_\_\_ Subject(s) \_\_\_\_\_

d. Administration in Elementary School \_\_\_\_\_ Title \_\_\_\_\_

e. Administration in Middle School \_\_\_\_\_ Title \_\_\_\_\_

f. Administration in High School \_\_\_\_\_ Title \_\_\_\_\_

4. List school-wide committees on which you have served in the past two years:

5. List district-wide committees and leadership positions you have held within your school district in the past two years:

6. List any awards or commendations you have received in your career:

## D. Outside Activities and Interests:

- List professional or honorary organizations:

Indicate organization offices held:	Years of Membership
a. _____	from _____ to _____
b. _____	from _____ to _____
c. _____	from _____ to _____

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## E. Educational Leadership Prompts.

*Please respond to each of these prompts. Each response should be brief, but to the point (two to three paragraphs in length per prompt). Faculty will use these responses to assess applicant potential to benefit from the program as well as writing ability.*

For applicants to the Master's degree or principal certification program:

1. What is meant by 'vision' in the context of a learning organization (such as a school), and how might a building leader (such as a principal) nurture the development of a such a vision?
2. Describe how a building leader might promote a positive school culture that would support an effective instructional program.
3. What is your view of the links between organization, operations, and resources and the success of the school as a learning organization?
4. Do you think that collaboration between the school community and the larger community is becoming increasingly important? Why or why not?
5. Discuss the importance of an educational leader's personal and/or professional code of ethics.
6. How critical is the need for a building level administrator to understand the political, social, economic, legal, and cultural context associated in which the educational organization operates?

For applicants to the superintendent certification program:

1. What is meant by 'vision' in the context of a learning organization (such as a school district), and how might a district leader (such as a superintendent) nurture the development of a such a vision?
2. Describe how a district leader might promote a positive culture that would support an effective instructional program.
3. What is your view of the links between organization, operations, and resources and the success of the district as a collective learning organization?
4. Do you think that collaboration between the district and the larger community is becoming increasingly important? Why or why not?
5. Discuss the importance of an educational leader's personal and/or professional code of ethics.

- 6. How critical is the need for a district level administrator to understand the political, social, economic, legal, and cultural context associated in which the educational organization operates?

**F. To help us evaluate our recruiting efforts, please indicate how you learned about the program.**

- \_\_\_\_\_ Contact with the EACS faculty
- \_\_\_\_\_ Announcements made in some other class at OU
- \_\_\_\_\_ From friends or acquaintances who have attended OU
- \_\_\_\_\_ Mail-out letters or brochures
- \_\_\_\_\_ University field representatives
- \_\_\_\_\_ An administrator who attended OU for his/her training
- \_\_\_\_\_ Information gleaned from the EL & PS or EACS Homepage
- \_\_\_\_\_ Other: \_\_\_\_\_

The completion of an Educational Administration, Curriculum and Supervision Master's degree or certification will not automatically provide you with a certificate. Check with the Oklahoma State Department of Education for other requirements for certification.

\_\_\_\_\_

Signature

Date

*If applying to the Norman Campus program, please return this form to:*

*EACS Admissions  
Department of Educational Leadership and Policy Studies  
820 Van Vleet Oval  
Norman, OK 73019*

*If applying to the OU-Tulsa Campus program, please return this form to:*

*The University of Oklahoma Schusterman Center  
Tulsa Graduate College  
4502 E. 41st Street  
Tulsa, OK 74135-2512  
ATTN: OU Admissions*

Please ensure that the following are included in this packet when returning materials:

1. \_\_\_\_\_ This Application
2. \_\_\_\_\_ Written responses to the six prompts (see Letter E above)